



St. Francis Institute of Technology

(Engineering College)

An Autonomous Institute, Affiliated to University of Mumbai

NAAC A+ Accredited | CMPN, EXTC, INFT NBA Accredited | ISO 9001:2015 Certified

FACULTY INDUCTION PROGRAM(FIP) - 2025

Academic Term: July-December 2025

Title of the course: FIP - 2025

Department: Basic Science & Humanities (F.E.)

Report from the Course Coordinators

The Faculty Induction Program was a comprehensive five-day initiative organized by the department of Basic Science & Humanities (F.E.) from 7th July to 11th July, 2025.

This program aimed at equipping newly recruited faculty with the skills, values, and institutional understanding required to excel in their roles. This induction program was designed not only to orient faculty with institutional policies but also to instil in them a passion for teaching, mentoring, and continuous improvement, ultimately contributing to academic excellence and student success. Nineteen participants were registered for this program.

Faculty Induction Program was inaugurated on Monday 07th July, 2025. The program began with the college prayer followed by the lighting of the lamp by the dignitaries. FE HOD Ms. Deepa Panakkal gave the welcome address. The highlights of the program were presented by the coordinator, Ms. Grishalda Dsouza. Mr. Dominic Dsouza, COO-CSR, Essar Group Foundation graced the occasion as the chief guest. In his key note address, he made everyone realise how special each individual is. The inauguration concluded with the vote of thanks given by Ms. Asma Hazir, coordinator of the program.

The **second session** titled “Excellence in Engineering Education” was conducted by the chief guest Mr. Dominic Dsouza. He introduced the principles of Outcome-Based Education (OBE) and the relevance of aligning educational objectives with graduate attributes. This session made the participants realize the importance of their profession in preparing students to face life after college.

The **third session** on “Institutional Orientation” was conducted by Dr. Gautam Shah, Vice-Principal, SFIT. He provided a detailed overview of the vision, mission, and core values of SFIT, fostering a sense of belonging and responsibility among the new faculties.



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The **final session** of the day, “Ethics and Inclusivity in Engineering Institute” by Fr. David, MMI, emphasized the importance of professional ethics, academic integrity, and inclusive teaching practices. This session guided faculty members in understanding the diverse classroom environment and promoting fairness and equity in teaching.

The **second day** started with two impactful sessions on “Adolescent Psychology” and “Mental Health & Stress Management” conducted by Dr. Reni Francis, Principal, MES’s Pillai College of Education and Research. She highlighted key developmental traits of college going students during her first session. For her second session she focused on mental health myths, signs of burnout, and the importance of work-life balance. These sessions were especially useful in preparing faculties to engage with the students empathetically.

The **third session** on “Pre-micro teaching” was conducted by Ms. Rekha Ajikumar, Assistant Professor, SFIT where she introduced the participants to micro teaching techniques, setting the stage for practical teaching demonstrations and reflective learning.

The **third day** emphasized on faculty skills, digital tools, and curriculum. The day began with session on “Faculty Development Essentials” by Ms. Deepa Panakkal, FE HOD, SFIT, focusing on team building, communication, and interpersonal skills which are crucial for both classroom management and collaborative academic work.

The **second session** was conducted by Ms. Amrita Mathur, Assistant Professor, SFIT on “Use of Technology in Teaching” where she offered hands-on exposure to AI tools like ChatGPT, Claude, Eduaide, Magic school which will aid the faculties in content generation. She also introduced websites like Gamma.ai, Teachy.app, canva, curipod, etc for content delivery. This empowered faculties with the digital tools needed for education.

The **third day concluded** with back-to-back sessions from Dr. Bidisha Roy, Dean Academics, SFIT on “Administrative Procedures” and “Curriculum Design”. She explained the importance of structured documentation and its relevance in maintaining academic standards in her first session. During the second session the speaker focused on designing curriculum to meet the dynamic needs of the society. Both the sessions covered the curriculum development process, providing clarity on the operational and academic structure within the institution.

The **fourth day** focused on mentoring, accreditation, and teaching practice. The first session titled “Student Mentoring and Support” conducted by Ms. Rachana Das, Dnyan Ganga Education Trust’s college of Education, equipped faculty with practical counselling techniques, emphasizing their role as mentors and the importance of addressing the needs of diverse learners.



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The **second** session on “Quality Assurance and Accreditation” was jointly conducted by Dr. Deepak Jayaswal, Principal, SFIT and Dr. Nitika Rai, ECS - HOD, SFIT which offered valuable insight into different accreditation processes like NAAC, NBA, and IQAC, aligning teaching practices with national accreditation standards.

The **fourth day concluded** with “Post Micro-Teaching” session coordinated by Ms. Rekha Ajikumar, Assistant Professor, SFIT, along with HODs of various departments, allowing participants to present their mock teaching sessions and receive constructive feedback.

The **last day** was dedicated to addressing queries and reinforcing key concepts through remedial session. The first session titled “Remedial Strategies” was conducted by Dr. Ramesh G, Deputy Director, SFIMAR, where he discussed identifying learning gaps, using diagnostic assessments and planning effective remedial measures to support student success.

The **second** session was conducted by Dr. Joanne Gomes, AIML-HOD, SFIT on “Implementation of Autonomy”, highlighting key policy changes, opportunities, and challenges associated with autonomous status—helping faculty align with the academic vision of SFIT.

The **final** session on “Academic Procedures”, was presented by Dr. Dakshata Panchal, Dean Student Affairs & CMPN-HOD, SFIT focusing on Bloom’s Taxonomy, assessment techniques, and institutional evaluation practices. It helped standardize assessment practices in line with academic standards.

The **FIP 2025 concluded** on 11th July, 2025 with a **Valedictory Function**, graced by esteemed alumni of SFIT, Mr. Gaurav Modi, Team lead at Route Mobile Limited, Mumbai as the Chief Guest. His key note address focused on the role of faculty in shaping future innovators.

The Report of FIP 2025 was presented by the coordinator, Ms. Asma Hazir. This function also featured reflections by participants followed by certificate distribution. Only Seventeen participants were issued certificates depending on their attendance during the program. The inauguration concluded with the vote of thanks given by Ms. Grishalda Dsouza, coordinator of the program appreciating the efforts of the entire team.

Summarized:



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Sr. No.	Organized at / By	Topic	Duration	Target Audience	No. of participants	Objectives	Challenges faced	Effectiveness of session	Overall observation including feedback received
1	Mr. Dominic Dsouza	Outcome Based Education	1 hr 15 mins	New Faculty Members	18	- To prepare students to face life after college. -To plan and teach based on outcome	-	The session was highly effective.	Session emphasized the need for responsible and equitable academic practices.
2	Dr. Gautam Shah	Institutional Orientation	1 hr 15 mins	New Faculty Members	17	- To provide comprehensive understanding of SFIT's Institutional framework.	-	Key highlight of Institution & benefits of Autonomy were clearly conveyed.	Learnt more about college and its vision and mission.
3	Fr. David	Ethics of Inclusivity in Engineering Institute	1 hr 15 mins	New Faculty Members	17	- To foster a culture of Academic Integrity -To develop Ethical decision-making skills -To promote respectful environment	-	Overall the session successfully delivered the key insights into the topic and active participation.	Session was insightful and thought provoking.



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4	Dr. Reni Francis	Adolescent Psychology	1 hr 15 mins	New Faulty Members	16	- To understand the psychological development of adolescence. - To identify behavioural traits of students	-	The session was highly effective due to its interactive approach and real-life examples	Since we are dealing with teenagers on daily basis, the session helped in understanding their thought process.
5	Dr. Reni Francis	Mental Health & Stress Management	1 hr 15 mins	New Faulty Members	16	- Awareness about mental health - Identify source of stress - Provide technique to handle - Encourage early identification and help	-	-Enhanced awareness -Active Participation - Practical learning - Positive feedback -Long term relevance	Session effectively debunked the myths and clarified facts about stress
6	Ms. Rekha Ajikumar	Pre-Micro Teaching	2 hr 30 mins	New Faulty Members	16	- To identify various teaching strategies used by the participants - To create awareness regarding Various teaching strategies	-	Was effective in identifying the areas of improvement opened new domains for teaching	Overall, the session was very effective in suggesting means of further improving the teaching learning process



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7	Ms. Deepa Panakkal	Faculty Development Essentials	1 hr 15 mins	New Faculty Members	12	-Improve Verbal and Non-verbal communication	-	Interactive knowledge gain and new insights	The session was highly engaging and highlighted the importance of Communication, collaboration and Team dynamics.
8	Ms. Amrita Mathur	AI for Smart Teachers	1 hr 15 mins	New Faculty Members	12	-To learn online AI tools for effective Teaching	-	Using AI tools for presentation and syllabus preparation	Online teaching learning websites were discussed which will help the participants in tech enabled teaching
9	Dr. Bidisha Roy	Curriculum Design	1 hr 15 mins	New Faculty Members	13	-Implementation of OBE -Incorporating the ABC -Align with AICTE model curriculum	-	Curriculum is flexible, outcome driven and align with national standards and designed for continuous improvement.	Session was effective in providing clear understanding about the design of curriculum
10	Dr. Bidisha Roy	Administrative Procedure for Faculty	1 hr 15 mins	New Faculty Members	13	-To understand the importance of documentation - Course file structure - link procedure to accreditation	-	Highly effective and informative practical examples were provided	Participants found it very relevant. It improved the clarity about course file documentation and its importance for quality control and accreditation.



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11	Ms. Rachana Das	Student Mentoring and support	1 hr 15 mins	New Faulty Members	14	- Effective mentoring	-	Clarified the role of mentor	Mentoring was demonstrated with the involvement of participants and the way of explanation was very good
12	Dr. Deepak Jayaswal & Dr. Nitika Rai	Accreditation and Quality Assurance	1 hr 15 mins	New Faulty Members	14	Process, Details and Importance of Quality Assurance and Accreditation	-	Participants gained clear understanding of accreditation and quality assurance	The session was very helpful to understand the process and importance of quality assurance and accreditation
13	Ms. Rekha Ajikumar	Post Micro Teaching Session	2 hr 30 mins	New Faulty Members	18	To identify areas for improvement in the teaching learning process of each participant	-	The session was very effective in identifying the areas of improvement in participants teaching methodology	Constructive feedback was given by the HOD's and the Resource person to the participants.
14	Dr. Ramesh G	Remedial Strategies	1 hr 15 mins	New Faulty Members	16	- To identify learning gaps - To identify diagnostic methods - To plan remedial strategies	-	Much interactive and hence effective giving insight to new tools	Speaker effectively connected with each one and his experience was very much visible in his delivery style.



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15	Dr. Joanne Gomes	Implementation of Autonomy	1 hr 15 mins	New Faculty Members	16	To create awareness about structure and benefits of implementation of autonomy	-	Gave clear insights into the operation aspects of autonomy	The session highlighted how autonomy empowers faculty with flexibility and ownership in academic decision-making.
16	Dr. Dakshata Panchal	Academic Procedure	1 hr 15 mins	New Faculty Members	16	To acquaint us with the evaluation process especially Blooms Taxonomy and framing question	-	Practical examples of planning questions and evaluation assessment were taken	The session was effective where the participants learned about using Bloom's Taxonomy in academic procedures.



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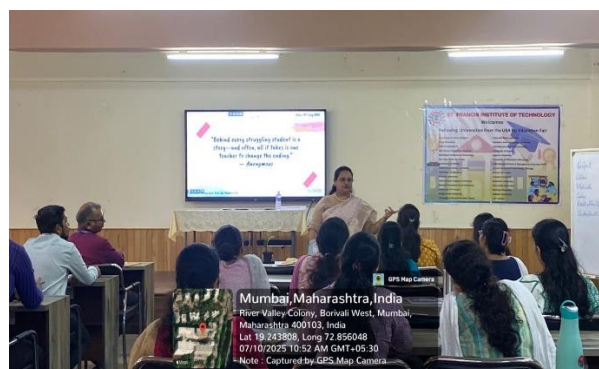
Inauguration



Inauguration



First session by the Chief Guest



Session by resource person



Session by resource person



Session by resource person



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Session by resource person



Session by resource person



Session by resource person



Valedictory



Organising Team



Participants with their certificates

Ms Grishalda Dsouza & Ms Asma Hazir
Coordinators, FIP 2025